

## CENTRAL COAST REGIONAL DISTRICT

*“Our Vision for the Central Coast Regional District is an inclusive, resilient and sustainable group of communities thriving within a locally influenced, safe, healthy and natural environment”*

### **REGULAR BOARD MEETING MINUTES – June 9, 2011, 9:00 am**

In Attendance:	Electoral Area A	Alt. Director, Cathi McCullagh
	Electoral Area B	Alt. Director, Reg Moody
	Electoral Area C	Director, Brian Lande
	Electoral Area D	Director, Kevin O’Neill
	Electoral Area E	Chair, Christine Hyde
Staff:	Chief Administrative Officer	Joy MacKay
	Chief Financial Officer	Donna Mikkelson
	Recording Secretary	Cheryl Waugh

### **PART I - INTRODUCTION**

#### **1. Call to Order**

Chair Hyde called the meeting to order at 9:14 am.

#### **2. Oath of Office – Electoral Area B Alternate Director**

The Oath of Office was administered to Electoral Area B Alternate Director Reg Moody.

#### **3. Adoption of Agenda**

**11-06-01** M/S Directors O’Neill/McCullagh that the agenda be adopted as amended.

**CARRIED**

#### **4. Board Meeting Calendar – Meeting in Ocean Falls**

Directors confirmed the next meeting will be held in Ocean Falls July 7<sup>th</sup>.

### **(IC) IN CAMERA MATTERS**

**11-06-02** M/S Directors O’Neill/McCullagh that the meeting move in camera for consideration of labour, land and legal matters, pursuant to section 793(7) of the *Local Government Act*

**CARRIED**

### **RECONVENE**

The Regular Meeting Reconvened at 9:39 am.

**PART II – POLICY MATTERS**

**(B) LOCAL GOVERNANCE MATTERS**

**Administrative Services**

**(a) 2011 Strategic Priorities – Update**

An update of the 2011 Strategic Priorities was presented for information.

**(b) Organizational Capacity Development – Improve Office Operating Environment – Assessment of Physical Space Requirements**

The CAO reported that confirmation has been received finalizing the purchase of the building at 628 Cliff Street, Bella Coola.

**11-06-03** M/S Directors O’Neill/Lande that the letter dated May 31, 2011 from Staples McDannold Stewart be received.

**CARRIED**

**(c) Organizational Capacity Development – Enhance Organizational Governance Capabilities – Pursue Educational Programming – 2012 Elected Officials Seminar**

**11-06-04** M/S Directors Lande/McCullagh that all Electoral Area Directors attend the Local Government Leadership Academy Elected Official Seminar scheduled for February 8-10, 2012.

**CARRIED**

**Development Services**

**(d) Land Use Planning – May 2011 - Occurrence Report**

**11-06-05** M/S Directors O’Neill/McCullagh that the May 2011 Land Use Planning Occurrence Report be received.

**CARRIED**

**Leisure Services**

**(e) Centennial Pool Commission – May 21, 2011 Meeting Minutes**

The CAO provided an update on the status of the pool repairs and summer staffing of the facility. The pool will soon be filled and the hope is for a mid-June opening.

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**11-06-06** M/S Directors O’Neill/Lande that the Minutes of the May 21, 2011 meeting of The Centennial Pool Commission be received.

**CARRIED**

**(f) Centennial Pool Commission** – Appointment of Commissioner

**11-06-07** M/S Directors O’Neill/Lande that the board of directors approve the appointment of Janice Kyle to the Centennial Pool Commission.

**CARRIED**

**(g) Bella Coola Parks & Recreation Commission** – Installation of Fencing - Invitation to Tender

One tender was received but the bid was beyond the capacity of the current budget.

**11-06-08** M/S Directors Lande/O’Neill that the tender received from La Cool Truck, Crane & Bin Rentals for installation of fencing not be approved.

**CARRIED**

**(h) Bella Coola Parks & Recreation Commission** – Construction of Outhouses - Invitation to Tender

One tender was received but the bid was beyond the capacity of the current budget.

**11-06-09** M/S Directors O’Neill/Lande that the tender received from La Coola Truck, Crane & Bin Rentals for outhouse construction not be approved.

**CARRIED**

**(i) Denny Island Recreation Commission** – April 12, 2011 Meeting Minutes

Director McCullagh provided a verbal update on recent activities undertaken by the Denny Island Recreation Commission.

**11-06-10** M/S Directors McCullagh/Lande that the April 12, 2011 Meeting Minutes of the Denny Island Recreation Commission be received.

**CARRIED**

**(j) Vancouver Island Regional Library** – Bella Coola Facilities Update (M. Antoniuk-verbal)

Martin Antoniuk joined the meeting at 11:25 am. As alternate director and liaison to the Vancouver Island Regional Library (VIRL) he provided a verbal report on the status of the

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Bella Coola branch. One of the landlords of the current library building recently visited the local branch and since that time the executive director of the VIRL has been very active in pursuing another facility to house the library. A possible location has been identified and is being assessed for requisite modifications to the premises. Mr. Antoniuk expressed that this is positive progress.

Martin Antoniuk will be attending the board meeting of the VIRL June 10-11 in Nanaimo and will pass on the positive feedback received from the CCRD board of directors.

### **Protective Services**

#### **(k) Emergency Planning – EPC Report – May 2011**

Chair Hyde provided some background with respect to a proposed lobby of the Ministry of Public Safety and Solicitor General and the Ministry of Forest, Lands and Natural Resource Operations, regarding the status of local flood protection structures. Director O’Neill shared concerns local residents have expressed to him.

**11-06-11** M/S Directors O’Neill/Lande that the May 2011 Emergency Report for May 2011 be received.

**CARRIED**

**11-06-12** M/S Director O’Neill/Lande that consideration be given by the board of directors to lobbying the Ministry of Forests, Lands and Natural Resource Operations and the Ministry of Public Safety and Solicitor General, in relation to the unsatisfactory condition of orphaned dike structures in the Bella Coola Valley and That discussions between the Central Coast Regional District and the Cariboo Regional District continue at the board level in relation to a joint lobby of the provincial government to adequately address flood mitigation issues, and further, that the matter be brought forward to the Union of BC Municipalities.

**CARRIED**

**(l) Emergency Planning – Proposal for Communications Plan**

**(m) Emergency Planning – Proposal for Isolation of Olsen Road Spoil Pile**

**(n) Emergency Planning – Proposal for Updated Flood Hazard Assessment**

The Chair wished to revisit the following items.

**11-06-13** M/S Directors Hyde/O’Neill that the board of directors reconsider Resolution No. 11-05-21, approving the proposal of Spiritscape Ventures Ltd. for an Updated Flood Hazard Assessment; And that the matter be tabled pending a further planning opportunity.

**CARRIED**

**11-06-14** M/S Directors Hyde/Lande that the board of directors reconsider Resolution No. 11-05-22, approving the proposal of Spiritscape Ventures Ltd. for a Communications Plan; And that the matter be tabled pending a further planning opportunity by the board.

**CARRIED**

**11-06-15** M/S Directors Hyde/O’Neill that the board of directors reconsider Resolution No. 11-05-23, approving the proposal of Spiritscape Ventures Ltd. for Isolation of Olsen Road Spoils; And that the project be approved for an expenditure of up to \$800.00.

**CARRIED**

Emergency Program Coordinator Stephen Waugh joined the meeting at 10:05 am. Director O’Neill asked about large woody debris in the river systems. Waugh is waiting for further direction from the board before moving forward on any hazard assessment. Burnt Bridge was discussed specifically. Waugh said that the Ministry of Transportation & Infrastructure has inspected the area and see no immediate threat to infrastructure. Director Lande would like to see a fly-over assessment by board members. Chair Hyde is to meet with Director O’Neill, board representative to the Emergency Executive Committee (EEC), the CAO and the CFO to discuss the reactivation and terms of reference of the EEC. Waugh cited a letter of February 2011 from Emergency Management BC regarding the Enhanced Emergency Plan. He reminded the board it has been three months without any activity or plan for the funds provided and that valley defensives are weak in several key areas and suggested that critical issues are at hand.

**(o) Emergency Planning** – Proposal for Upper Hagensborg Dike Repairs from Interior Roads Ltd.

**11-06-16** M/S Directors O’Neill/Lande that the board of directors receive the proposal for Upper Hagensborg Dike Repairs from Interior Roads Ltd. and that the proposal not be approved.

**CARRIED**

**(p) Emergency Planning** - Letter from Neil & Mary Ehrlich to MLA Gary Coons re: Flood Hazard in Firvale

Directors discussed the concerns expressed by the Ehrlich’s and Director O’Neill stated for the record that the CCRD is very interested in flood hazard mitigation issues but also has come to understand the complexity of the issues and the special considerations surrounding the protection of private properties.

**11-06-17** M/S Directors O’Neill/Lande that the letter from Neil & Mary Ehrlich to MLA Gary Coons be received.

**CARRIED**

**RECESS**

A short recess was called.

**RECONVENE**

The regular meeting reconvened at 10:37 am.

**Environmental Services**

**(q) Thorsen Creek Waste & Recycling Centre – Nuxalk Nation Landfill Contribution Agreement**

Directors considered a report prepared by the Chief Financial Officer in relation to the landfill contribution agreement with the Nuxalk Nation. The agreement is premised on the desire for costs to be shared equally between the CCRD and the Nuxalk Nation, based on the number of residents served. Historically, the CCRD has contributed considerably more to the cost of operating the landfill, with funding derived from both the tax base and unconditional grants. Efforts to renegotiate a more fair agreement over the past two years have not resulted in a more satisfactory agreement to date.

**11-06-18** M/S Directors O’Neill/Lande that the 2011 Nuxalk Nation Landfill Contribution Agreement be increased to \$25,000.00 and be invoiced accordingly.

**CARRIED**

**11-06-19** M/S Directors O’Neill/Lande that the Central Coast Regional District move from a co-management agreement to a fee for service agreement with regard to the Nuxalk Nation Landfill Contribution Agreement.

**CARRIED**

**Transportation Services**

**(r) Transportation Services – May 2011 Report**

**11-06-20** M/S Directors Lande/McCullagh that the May 2011 Transportation Services Report be received.

**CARRIED**

**(s) Bella Coola Airport Commission – East End Runway Clearing – Request for Proposals**

One proposal was received from Mac's Aircraft Services.

**11-06-21** M/S Directors O'Neill/Lande that the proposal received from Mac's Aircraft Services for East End Runway Clearing be approved pursuant to the consensus agreement of the Bella Coola Airport Commission in the amount of \$12,000.

**CARRIED**

**(t) Denny Island Airport Commission – Brushing – Invitation to Tender**

Two tenders were received, one from Shearwater Marine Limited and one from Kynock Logging Ltd., for brushing at the Denny Island Airport.

**11-06-22** M/S Directors McCullagh/Lande that the tender received from Kynock Logging Ltd. in the amount of \$6,530.00, for Runway Perimeter Brushing at the Denny Island Airport be approved, pursuant to the recommendation of the Denny Island Airport Commission Chair.

**CARRIED**

**(u) Denny Island Airport Commission – Crack Sealing – Invitation to Tender**

One tender was received from Shearwater Marine Limited for crack sealing at the Denny Island Airport.

**11-06-23** M/S Directors McCullagh/O'Neill that the tender received for Crack Sealing at the Denny Island Airport not be approved, pursuant to the recommendation of the Denny Island Airport Commission Chair as there are insufficient funds in the current budget for this project to proceed in 2011.

**(v) BC Ferry Services Inc. – Meeting with Minister of Transportation**

**11-06-24** M/S Directors O'Neill/McCullagh that the Board of Directors approve representation at a meeting, set for July 19, 2011, between coastal regional districts and the Minister of Transportation.

**CARRIED**

**(w) Regional District of Mount Waddington – Meeting with BC Ferry Commission**

The board had considered information relating to a meeting on June 7, 2011, between coastal regional districts and the BC Ferry Commission. The CAO reported on a follow-up

with the Regional District of Mount Waddington where the suggestion was made that the BC Ferry Commission be invited to the Central Coast to discuss area ferry services.

- 11-06-25** M/S Directors O’Neill/McCullagh that CCRD invite the Heiltsuk Nation to participate in a joint invitation to the BC Ferry Commission to visit the regional district’s communities serviced by BC Ferry vessels.

**CARRIED**

### **PART III– PUBLIC CONSULTATION**

**None**

### **PART IV– GENERAL BUSINESS**

#### **(C) ADOPTION OF MINUTES**

- (a) May 12, 2011 - Regular Meeting**

Resolution No. **11-05-26** is amended to read as follows:

M/S Directors O’Neill/Lande that the board send a letter to the Ministry of Transportation and Infrastructure and the BC Ferry Commission stating strong opposition to the proposed ferry fare increases.

**CARRIED**

- 11-06-26** M/S Directors O’Neill/Lande that the Minutes of the May 12, 2011 regular meeting be adopted as amended.

**CARRIED**

#### **(D) GENERAL CORRESPONDENCE**

No general correspondence items were received.

#### **(E) GENERAL REPORTS**

- (a) Chair’s Report**

Chair Hyde shared some thoughts on how the board can improve on the structure of their meetings and she requested support of the boards’ governance capabilities and to take advantage of education opportunities available. She introduced the new format of the agenda, realigned for the benefit of directors and staff, and explained the inclusion of recommendations and briefing notes as a refined presentation that will hopefully result in better organization and smart decision making.

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**(b) Administration Report**

Amongst a recap of activities over the last month the Administration Report suggested that the board of directors give consideration to lobbying the Ministry of Community, Sport & Cultural Development for further regional district base funding to allow for capacity development. Chair Hyde will work with the CAO together on this.

**11-06-27** M/S Directors O’Neill/McCullagh that the General Reports be received.  
**CARRIED**

**(F) FINANCIAL REPORTS**

**(a) Accounts Payable Report – May 2011**

**11-06-28** M/S Directors O’Neill/McCullagh that the payments of expenditures and commitments in the amount of FORTY-NINE THOUSAND SIX HUNDRED THREE DOLLARS AND SIXTY-NINE CENTS (\$49,603.69) as represented by cheques #15217 to #15282 for the month of MAY and issued pursuant to the Central Coast Regional District policies and budgets for the year 2011, be approved and ratified.  
**CARRIED**

**(b) Statement of Financial Information - 2010**

**11-06-29** M/S Directors O’Neill/Lande that the Statement of Financial Information prepared by the Chief Financial Officer pursuant to the Financial Information Act for the year ended December 31, 2010 be approved and submitted to the Ministry of Community, Sport and Cultural Development.  
**CARRIED**

**(G) REFERRALS FROM OTHER AGENCIES**

No referrals were received from other agencies.

**(H) BYLAWS AND POLICIES**

**(a) Central Coast Regional District Bylaw No. 404 – A Bylaw to Amend Elections Bylaw 349, 2002 – Introduction, First, Second, Third Reading**

**11-06-30** M/S Directors O’Neill/McCullagh that Bylaw No. 404, cited as Central Coast Regional District Bylaw No. 404 – A Bylaw to Amend Elections Bylaw 349, 2002, be introduced and read a first time.

**CARRIED**

**11-06-31** M/S Directors O’Neill/McCullagh that Bylaw No. 404, cited as Central Coast Regional District Bylaw No. 404 – A Bylaw to Amend Elections Bylaw 349, 2002, having been given due and detailed consideration by the Board, be now Read a second and third time.

**CARRIED**

**(b) Central Coast Regional District Bylaw No. 388 – Draft amendment to Schedule “A”**

A draft amendment to Schedule “A” of Bylaw No. 388, A Bylaw to regulate the procedures of Central Coast Regional District Board Meetings, was presented for preliminary consideration and feedback by the board members. Directors were asked to review and comments were requested.

**(I) BUSINESS BY ELECTORAL AREA DIRECTOR**

**Area C**

1. Director Lande reported on visiting several constituents regarding flood-related and large woody debris issues in the Firvale area. He submitted a short written report noting his observations and he expressed his desire to see proactive efforts introduced for this and other potentially threatened areas in the valley.

**Area A**

1. Director McCullagh asked for an update on the Shearwater Water Committee community water project. The CAO updated that the CCRD is still waiting for specific information from that committee.

**Area E**

1. Chair Hyde noted that MP, Nathan Cullen, is planning a one night visit to Bella Coola on June 26<sup>th</sup> and suggested directors have a breakfast or luncheon meeting with him.

**(J) MATTERS BROUGHT OUT OF CAMERA**

**(K) ADJOURNMENT**

There being no further business the meeting was adjourned 11:38 am

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**Chair**

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**Administrator**